## *West Virginia Public Employees Insurance Agency* Fax To: 304-558-5611 – Supply Order Dept.

Order Received:	
Order Shipped:	

## **Supply Order Form**

Forms	Qty.
Basic and/or Optional Life Insurance Change-Of-Beneficiary Form	
Basic Life Insurance Enrollment Form	
Change-In-Status Form	
Combining of Accrued Sick and/or Annual Leave Form	
Dependent Qualification Affidavit	
Dependent Statement of Necessity for Medical Leave of Absence Form	
Group Life Insurance Evidence of Insurability (Minnesota Life)	
Health Benefits and Life Insurance Change-In-Address Form	
Health Benefits Enrollment Form	
Medical Claim Form	
Mountaineer Flexible Benefits Enrollment Form	
Notice of Death Form	
Optional Life Insurance and Dependent Life Insurance Enrollment Form	
Policyholder Termination of Coverage Form	
Prescription Drug Claim Form	
Retired Employee's Optional and Dependent Life Insurance Enrollment Form	
Retirement Health Benefits and Basic Life Insurance Enrollment Form	
Student Verification Form	
Supply Order Form	
Surviving Dependents – Health Benefits Enrollment Form	
Tobacco Affidavit – Active Employee	
Tobacco Affidavit – Retiree	
Booklets and Misc.	Qty.
Life Insurance Booklet	
Mountaineer Flexible Benefits Booklet (enrollment form above)	
Rate Schedule (Plan Year) State Non-State	
Shopper's Guide (Plan Year)	
Summary Plan Description Booklet (Plan Year)	
Requesting Agency: Account #:	
Attention:	
Street Address:	
City/State/Zip:	